



# LAWRENCE PARK T O W N S H I P

4230 Iroquois Avenue, Erie, PA 16511-2164  
Phone 814.899.2305 Fax 814.899.3227  
www.lawrenceparktwp.org

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Board of Commissioners

1/6/2026

Lawrence Park Township

Commissioners:

December 2025 Zoning Report:

Permit #	Cost	Fee
6994 Mark Kukla 168 Griffin Ave Roof over deck	\$10,000	\$50
Closeout Totals	\$10,000	\$50

Respectfully submitted,

Chuck Clorley

Zoning Administrator

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**TOWNSHIP COMMISSIONERS:** Barry Rodemaker, President (Sewers); Thomas Buchleitner, Vice President (Administration/Police/Fire); Dale Williams (Sanitation/Streets); Tammy Benovic (Parks/Recreation); Joe Golden (Buildings)

**TOWNSHIP OFFICERS:** Spencer Cadden, Township Manager, Charles Clorley, Zoning/Code Officer; Joyce Spitznogle, Tax Collector/Treasurer



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Board of Commissioners

2/3/2026

Lawrence Park Township

Commissioners:

January 2026 Zoning Report:

Permit #	Cost	Fee
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No permits issued for the month

Closeout Totals	\$0	\$0
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Respectfully submitted,

Chuck Clorley

Zoning Administrator

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**TOWNSHIP OFFICERS:** Spencer Cadden, Township Manager, Charles Clorley, Zoning/Code Officer; Joyce Spitznogle, Tax Collector/Treasurer

**Charles Lewis**  
Commissioner of Public Safety



**John P. Morell**  
Chief of Police

**BUREAU OF POLICE**  
814/898-1634  
4230 IROQUOIS AVENUE, ERIE, PENNSYLVANIA 16511

February 11, 2026

Board of Commissioners,

I am writing to provide you with a summary of activity for the month of January. During this period, our department responded to a total of 627 calls for service. In addition, officers issued 96 parking violations as part of our ongoing enforcement and community safety efforts.

We remain committed to providing consistent and effective service to the community, and these figures reflect the continued dedication of our staff.

Thank you for your continued support.

Chief John Morell

## **Township Manager's Report**

Spencer Cadden, Township Manager  
Lawrence Park Township – February 11, 2026

### **Key Operational Updates**

#### **Website Modernization**

The Administration has completed a comprehensive restructuring of the Township website. Approximately twenty pages were reorganized, with primary emphasis on improving navigation and accessibility from the homepage.

No information or records were removed as part of this process.

Since implementation, staff have observed a reduction in routine clarification inquiries from residents. The updated structure also provides a foundation for future service enhancements, including potential online transactions and expanded access to public information.

Work is now underway on development of an online payment platform. Additional updates will be provided as milestones are reached.

#### **Snow Operations Standard Operating Procedure**

In coordination with Commissioner Williams and Chief Morell, Administration finalized and distributed a Snow Response Standard Operating Procedure.

The SOP establishes an operational trigger of three inches for plowing activities, clarifies lines of authority, and formalizes communication pathways for reporting roadway concerns.

This action resolves prior inconsistencies in practice and provides a documented framework for decision-making, interdepartmental coordination, and risk management.

#### **LSA Grant – Leaf Collection Equipment**

The grant agreement has been executed. U.S. Municipal Supply has been contacted to prepare a final purchase quotation.

The existing leaf collection unit, which dates to approximately 1993, has experienced increasing reliability and maintenance challenges. Replacement through grant funding reduces future operational risk and mitigates capital pressure on the general fund.

#### **Administrative Generalist Recruitment**

Sixty-two applications were received for the part-time Administrative Generalist position.

To promote fairness and defensibility, Administration conducted an anonymized initial review, reducing the applicant pool to eight candidates. A structured evaluation method was then used to identify four finalists for interview.

Interviews have been completed. A recommendation will be presented to the Board.

### **County Space Inquiry**

With the Pennsylvania State Police anticipated to vacate the facility at the end of June, Administration has initiated communication with the County Executive's office regarding potential interest in the second-floor space.

County representatives intend to tour the building later this month. Discussions are preliminary and exploratory only.

### **Streetlight Conversion**

Administration has initiated dialogue with Penelec regarding the Township's potential participation in a broader LED conversion program. Further information will be shared as it becomes available.

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### **Intergovernmental Coordination**

#### **YMCA Outdoor Pool**

Marcus and I attended a townhall meeting with the CEO of the Erie County YMCA and had private meetings.

YMCA leadership is concerned about the need for significant funding (anywhere from \$450,000 - \$640,000) to make necessary repairs to the outdoor pool. The Tri-community pool was formed out of the East Erie Suburban Recreation and Conservation Authority a joint venture between Lawrence Park, Wesleyville and Harborcreek and when that organization dissolved much of the operation has fallen on the YMCA.

Lawrence Park and Wesleyville offered our assistance with grant writing or any other support we might provide without making any financial commitment whatsoever.

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### **Finance, Grants, and Compliance**

#### **SAM.gov Administrative Access**

Administration is working through a federal reassignment process to obtain authorized access to SAM.gov. Because only an existing administrator can grant permissions and those individuals are no longer employed by the Township, federal recovery procedures are required.

A designation document requiring the Board President's signature will be available Wednesday evening. With notary services present, Administration expects to complete this step promptly.

#### **SLFRF / Treasury Correspondence**

On February 10, 2026, the Township received formal correspondence from the U.S. Department of the Treasury indicating potential recoupment in excess of \$183,000 related to prior reporting and compliance matters.

Treasury has advised that earlier communications were directed to former staff. This is the first notice received by the current administration.

Based on preliminary review, the matter may involve both documentation and eligibility issues. Administration has submitted a request for reconsideration and initiated contact with federal representatives.

At present, additional information is being gathered. Updates will be provided to the Board as clarification regarding deadlines or corrective options becomes available.

### **Bookminders Grant**

A determination remains pending and we expect more information this month or in early March. Monitoring continues.

### **Wabtec Receivable**

Outstanding balances exceed \$300,000, with certain invoices dating back to the first quarter of 2025.

Routine collection efforts have not produced resolution. Administration is evaluating additional escalation measures and will present recommendations once prepared.

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### **Continuing Administrative Priorities**

- Online payment system development
- Federal access restoration
- Receivable stabilization
- Grant positioning and compliance monitoring

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The Township continues to address a range of legacy administrative and financial issues while implementing structural improvements intended to modernize operations and strengthen internal controls.

Further updates will be provided as progress continues.

Respectfully submitted,  
Spencer Cadden  
Township Manager